

**REQUEST FOR PROPOSAL [RFP] FOR THE APPOINTMENT OF A
PANEL OF SERVICE PROVIDERS TO PROVIDE REMUNERATION
AND REWARDS CONSULTANCY SERVICES OVER A PERIOD OF
36 MONTHS.**

RFP NUMBER	PRR/09/2021
ISSUE DATE:	14 SEPTEMBER 2021
CLOSING DATE	05 OCTOBER 2021 AT 12H00, MIDDAY
TENDER VALIDITY PERIOD:	90 DAYS FROM THE CLOSING DATE

SCHEDULE OF TENDER DOCUMENTS

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LIST OF ACRONYMS

B-BBEE	Broad-Based Black Economic Empowerment
CEF (SOC) LTD	Central Energy Fund – State Owned Company Limited
PC	Procurement Committee
EME	Exempted Micro Enterprise
GBC	General Tender Conditions
ID	Identity Document
JV	Joint Venture
LOA	Letter of Award
NDA	Non-Disclosure Agreement
PPPFA	Preferential Procurement Policy Framework Act
PTN	Post-Tender Negotiations
QSE	Qualifying Small Enterprise
RFP	Request for Proposal
SME	Small Medium Enterprise
SOC	State Owned Company
TCO	Total Cost of Ownership
VAT	Value-Added Tax
ZAR	South African Rand

PART 1: NOTICE TO BIDDERS

1 INVITATION TO TENDER

Submissions to this RFP [hereinafter referred to as a **Tender** or a **Proposal**] are requested from banks [hereinafter referred to as an **entity**, or **Bidder**].

1.1 DESCRIPTION RFP FOR THE APPOINTMENT OF A PANEL OF SERVICE PROVIDERS TO PROVIDE REMUNERATION AND REWARDS CONSULTANCY SERVICES OVER A PERIOD OF 36 MONTHS.

1.2 CLOSING DATE

12:00 Tuesday, 05 October 2021 12H00 as per CEF (SOC) Ltd clock.

Bidders must ensure that tenders are delivered timeously to the correct address. As a general rule, if a tender is late or delivered to the incorrect address, it will not be accepted for consideration. Any additional information or clarification will be faxed or emailed to all bidders, if necessary.

PROPOSAL SUBMISSION

Proposals must be submitted to,
CEF (SOC) Ltd
152 Ann Crescent, Upper Grayston Office Park
Block C, CEF House, Ground Floor
Strathavon, Sandton, Johannesburg

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DESCRIPTION	RFP FOR THE APPOINTMENT OF A PANEL OF SERVICE PROVIDERS TO PROVIDE REMUNERATION AND REWARDS CONSULTANCY SERVICES OVER A PERIOD OF 36 MONTHS.
CLOSING DATE	05 OCTOBER 2021
CLOSING TIME	12H00

2 DELIVERY INSTRUCTIONS FOR RFP

2.1 Delivery by hand

The proposal must be deposited in the CEF (SOC) Ltd tender box which is located at 152 Ann Crescent, Upper Grayston Office Park, Block C, CEF House, Ground Floor, Strathavon, Sandton, Johannesburg, and must be addressed as above:

It should also be noted that the above tender box is accessible from 07h30 to 16h30 week days only

2.2 Dispatch by courier

If dispatched by courier, the proposal must be addressed as above and delivered to the above address. When signing the register, the courier company must use the bidder's name on the submission register at the reception.

- 2.3 If submissions are not delivered as stipulated herein, such submissions will not be considered.
- 2.4 No email or faxed submissions will be considered.
- 2.5 The submissions to this RFP will be opened as soon as possible after the closing date and time. CEF (SOC) Ltd shall not, at the opening of submissions, disclose to any other company any confidential details pertaining to the proposals / information received, i.e. pricing, delivery, etc.
- 2.6 Envelopes must not contain documents relating to any RFP other than that shown on the envelope.

3 BROAD-BASED BLACK ECONOMIC EMPOWERMENT AND SOCIO-ECONOMIC OBLIGATIONS

CEF (SOC) Ltd fully endorses and supports the Government's objective of Broad-Based Black Economic Empowerment and it is strongly of the opinion that all South African business enterprises have an equal obligation to redress the imbalances of the past.

CEF (SOC) Ltd would therefore prefer to do business with enterprises who share these same values and who are prepared to contribute to meaningful B-BBEE initiatives [including, but not limited to subcontracting and Joint Ventures] as part of their tendered Submissions. All procurement transactions will be evaluated accordingly.

3.1 B-BBEE Scorecard and Rating

As prescribed in terms of the Preferential Procurement Policy Framework Act (PPPFA), Act 5 of 2000 and its Regulations, bidders are to note that the following preference point systems are applicable to all tenders:

- the 80/20 system for requirements with a Rand value of up to R50,000,000 (all applicable taxes included); and
- The 90/10 system for requirements with a Rand value above R50, 000,000 (all applicable taxes included).
- Bidders are to note that if the 80/20 preference point system is stipulated in this RFP and all tenders received exceed R50, 000,000.00, the RFP must be cancelled. Similarly, if the 90/10 preference point system is stipulated in this RFP and all tenders received are equal to or below R50, 000,000.00, the RFP must be cancelled.

The value of this tender is estimated NOT to exceed R50, 000,000 (all applicable taxes included); and therefore the **80/20** system shall be applicable.

When CEF (SOC) Ltd invites prospective bidders to submit proposals for its various expenditure, it requires bidders to have their B-BBEE status verified in compliance with the Codes of Good Practice issued in terms of the Broad Based Black Economic Empowerment Act No. 53 of 2003.

The Department of Trade and Industry recently revised the Codes of Good Practice on 11 October 2013 [Government Gazette No. 36928]. The Revised Codes will replace the Black Economic Empowerment Codes of Good Practice issued on 9

February 2007. The Revised Codes provide for a one-year transitional period starting 11 October 2013. During the transitional period, companies may elect to be measured in terms of the Revised Codes or the 2007 version of the Codes. After the first year of the implementation of the Revised Codes, B-BBEE compliance will be measured in terms of the Revised Codes without any discretion. Companies which are governed by Sector-specific Codes will be measured in terms of those Sector Codes.

As such, CEF (SOC) Ltd will accept B-BBEE certificates issued based on the Revised Codes. CEF (SOC) Ltd will also continue to accept B-BBEE certificates issued in terms of the 2007 version of the Codes provided it was issued before 10 October 2014. Thereafter, CEF (SOC) Ltd will only accept B-BBEE certificates issued based on the Revised Codes.

Bidders are required to complete Annexure B [the B-BBEE Preference Point Claim Form] and submit it together with proof of their B-BBEE Status as stipulated in the Claim Form in order to obtain preference points for their B-BBEE status.

Note: Failure to submit a valid and original B-BBEE certificate or a certified copy thereof at the Closing Date of this RFP will result in a score of zero being allocated for B-BBEE.

3.2 B-BBEE Joint Ventures or Consortiums

Bidders who would wish to respond to this RFP as a Joint Venture [JV] or consortium with B-BBEE entities, must state their intention to do so in their RFP submission. Such bidders must also submit a signed JV or consortium agreement between the parties clearly stating the percentage [%] split of business and the associated responsibilities of each party. If such a JV or consortium agreement is unavailable, the partners must submit confirmation in writing of their intention to enter into a JV or consortium agreement should they be awarded business by CEF (SOC) Ltd through this RFP process. This written confirmation must clearly indicate the percentage [%] split of business and the responsibilities of each party. In such cases, award of business will only take place once a signed copy of a JV or consortium agreement is submitted to CEF (SOC) Ltd.

Bidders are to note the requirements for B-BBEE compliance of JVs or consortiums as required by Annexure B [the B-BBEE Preference Point Claim Form] and submit it together with proof of their B-BBEE Status as stipulated in the Claim Form in order to obtain preference points for their B-BBEE status.

Note: Failure to submit a valid B-BBEE certificate for the JV or a certified copy thereof at the closing date of this RFP will result in a score of zero being allocated for B-BBEE.

3.3 Subcontracting

CEF (SOC) Ltd fully endorses Government's transformation and empowerment objectives and when contemplating subcontracting. Bidders are requested to give preference to companies which are Black Owned, Black Women Owned, Black Youth Owned, owned by Black People with Disabilities, EMEs and QSEs.

If contemplating subcontracting, please note that a bidder will not be awarded points for B-BBEE if it is indicated in its proposal that such bidder intends subcontracting more than 25% [twenty-five per cent] of the value of the contract to an entity/entities that do not qualify for at least the same points that the bidder qualifies for, unless the intended subcontractor is an EME with the capability to execute the contract.

A person awarded a contract may not subcontract more than 25% [twenty-five per cent] of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is subcontracted to an EME that has the capability and ability to execute the subcontract.

In terms of Annexure B of this RFP [the B-BBEE Preference Point Claim Form] Bidders are required to indicate the percentage of the contract that will be subcontracted as well as the B-BBEE status of the sub-contractor/s.

4 COMMUNICATION

For specific technical queries, the dedicated CEF (SOC) Ltd employee is **Wellem Skhosana** email **wellems@cefgroup.co.za**. In the interest of fairness and transparency CEF (SOC) Ltd's response to such a query will then be made available to the other bidders who have collected RFP documents. For this purpose, CEF (SOC) Ltd will communicate with bidders using the contact details provided to the Logistics Department on issue of the tender documentation to the bidder. Kindly ensure that you provide the Logistics Department with the **correct** contact details, as CEF (SOC) Ltd will not accept responsibility for being unable to contact a bidder who provided incorrect contact details.

4.1 After the closing date of the RFP, a bidder may only communicate with the Procurement Department, specific person for this RFP on any matter relating to this RFP.

4.2 Bidders are to note that changes to its submission will not be considered after the closing date.

4.3 Questions/Enquiries

5.3.1. All Questions/Enquiries must be forwarded in writing to the e-mail address above

5.3.2. Questions/Enquiries received after the above-stated date and time will not be entertained;

Bidders are warned that a proposal will be liable to disqualification should any attempt be made by a bidder either directly or indirectly to canvass any officer or employee of CEF (SOC) Ltd in respect of this RFP between the closing date and the date of the award of the business. Furthermore, bidders found to be in collusion with one another will be automatically disqualified and restricted from doing business with CEF (SOC) Ltd in the future.

5 INSTRUCTIONS FOR COMPLETING THE RFP

5.1 Proposals must be submitted as an original

5.2 Both sets of documents are to be submitted to the address specified above.

5.3 All returnable documents tab led in the proposal form [Part 3] must be returned with your Proposal.

5.4 Unless otherwise expressly stated, all Proposals furnished pursuant to this RFP shall be deemed to be offers. Any exceptions to this statement must be clearly and specifically indicated COMPLIANCE

The successful bidder [hereinafter referred to as the **Service Provider**] shall be in full and complete compliance with any and all applicable laws and regulations.

6 REPUDIATIONS

Bidders are hereby advised that CEF (SOC) Ltd is not committed to any course of action as a result of its issuance of this RFP and/or its receipt of proposals. In particular, please note that CEF (SOC) Ltd reserves the right to:

- 6.1** Modify the RFP's services and request bidders to re-tender on any such changes;
- 6.2** Reject any proposal which does not conform to instructions and scope of work which are detailed herein;
- 6.3** Disqualify proposals submitted after the stated submission deadline [closing date];
- 6.4** Not necessarily accept the lowest priced proposal or an alternative tender;
- 6.5** Reject all proposals, if it so decides;
- 6.6** Withdraw the RFP on good cause shown;
- 6.7** Award a contract in connection with this proposal at any time after the RFP's closing date;
- 6.8** Award a contract for only a portion of the proposed services which are reflected in the scope of this RFP;
- 6.9** Split the award of the contract between more than one bidder; or
- 6.10** Make no award of a contract.
- 6.11** remove or add scope of work during the contract period.

In addition, CEF (SOC) Ltd reserves the right to exclude any bidder from the tendering process who has been found guilty of a serious breach of law during the preceding 5 [five] years, including but not limited to breaches of the Competition Act 89 of 1998. Bidders are required to declare such serious breach of law during the past 5 [five] years in Part 7 [Breach of Law].

Furthermore, CEF (SOC) Ltd reserves or its authorised representatives to conduct a "due diligence" on tender(s) regarding the Bidder's legal and empowerment status, technical ability, creditworthiness, security clearance, etc. By submitting a tender, bidder (s) undertakes to co-operate fully in this regard, within two days of receiving notification from CEF (SOC) Ltd.

CEF (SOC) Ltd reserves the right to undertake post-tender negotiations [PTN] with selected bidders or any number of short-listed bidders, such PTN to include, at CEF (SOC) Ltd's option, any evaluation criteria listed in this RFP document.

CEF (SOC) Ltd reserves the right to award the business to the highest scoring bidder/s unless objective criteria justify the award to another bidder.

Kindly note that CEF (SOC) Ltd will not reimburse any bidder for any preparatory costs or other work performed in connection with its proposal, whether or not the bidder is awarded a contract.

7 REASONS FOR DISQUALIFICATION

CEF reserves the right to disqualify any bidder on the following basis;

- 7.1** bidders who do not submit a valid Tax compliance status and / or proof of application of such as endorsed by SARS on the closing date and time of the bid submission and / or failure to provide the CEF with its SARS issued Tax Verification PIN code giving access to the CEF to electronically verify tax compliance;

- 7.2 bidders who submit incomplete information and documentation according to the requirements of this RFP document;
- 7.3 bidders who submit information that is fraudulent, factually untrue or inaccurate information;
- 7.4 bidders who receive information not available to other potential bidders through fraudulent means;

8 LEGAL REVIEW

A proposal submitted by a bidder will be subjected to review and acceptance or rejection of its proposed contractual terms and conditions by CEF (SOC) Ltd's Legal Counsel, prior to consideration for an award of business.

PART 2: BACKGROUND, OVERVIEW AND SCOPE OF REQUIREMENTS

1. INTRODUCTION

The CEF Group acknowledges that it can only achieve better performance and results through its talent. To realise this, the organisation must be in a position to attract, motivate and retain high calibre individuals who will drive its strategies successfully and give it a competitive advantage. In order to achieve this, the CEF Remuneration Philosophy strives to create reward policies and strategies that are competitive, fair, transparent and equitable.

Our Reward Philosophy consists of a set of beliefs, which underpins the reward strategy of the organisation, governs reward management and provides a framework that will ensure that remuneration principles and processes are fairly applied. This will be underpinned by:

2. BACKGROUND OF THE PROJECT/SCOPE OF WORK

Refer to Annexure E

3. GENERAL SERVICE PROVIDER OBLIGATIONS

3.1 The Service Provider(s) shall be fully responsible to CEF (SOC) Ltd for the acts and omissions of persons directly or indirectly employed by them.

3.2 The Service Provider(s) must comply with the requirements stated in this RFP.

4. RISK

Bidders must elaborate on the control measures put in place by their entity, which would mitigate the risk to CEF (SOC) Ltd pertaining to potential non-performance by a bidder, in relation to:

4.1 Quality of services delivered:

4.2 Continuity of the provision of services:

5. EVALUATION METHODOLOGY

CEF (SOC) Ltd will utilise the following methodology and criteria in selecting a preferred Service Provider, if so required:

Phase 1: Administrative Response

Phase 2: 70% Minimum Threshold for Technical/Functionality

12. 1 Phase 1: Test for Administrative Responsiveness

The test for administrative responsiveness will include the following:

Administrative responsiveness check
Whether the Tender has been received on time
Whether all Returnable Documents were completed and returned by the closing date and time
Verify the validity of all returnable documents (Mandatory documents)
Whether the Tender contains a priced offer

The test for administrative responsiveness **[Stage One]** must be passed for a bidder's Proposal to progress to Stage Two for further pre-qualification

12.2 Phase 2: Minimum Threshold 70% for Technical Criteria

As prescribed in terms of the PPPFA and its Regulations, bidders are to note the following: Functionality is included as a threshold with a prescribed percentage threshold of 70%.

The following applicable values will be utilised when scoring each criterion mentioned above:

Points	Interpretation
0	Non Responsive
1	Poor
2	Average
3	Good
4	Very good
5	Excellent

PART 3: PROPOSAL FORM

I/We _____

—
[name of entity, company, close corporation or partnership]

of [full address]

carrying on business trading/operating as

represented

by _____

in my capacity as

being duly authorised thereto by a Resolution of the Board of Directors or Members or Certificate of Partners hereby offer to provide the abovementioned Services at the prices quoted in the schedule of prices in accordance with the terms set forth in the documents listed in the accompanying schedule of RFP documents.

I/We agree to be bound by those conditions in CEF (SOC) Ltd's:

- (i) Contract Conditions (to be available for the successful Bidder)

I/We accept that unless CEF (SOC) Ltd should otherwise decide and so inform me/us in the letter of appointment, this Proposal [and, if any, its Annexures and Appendices], together with CEF (SOC) Ltd's acceptance thereof shall constitute a binding contract between CEF (SOC) Ltd and me/us.

Should CEF (SOC) Ltd decide that a formal contract should be signed and so inform me/us in a letter of appointment, this Proposal, Purchase Order [and, if any, its Annexures and Appendices] shall constitute a binding contract between CEF (SOC) Ltd and me/us until the formal contract is signed.

I/We further agree that if, after I/we have been notified of the acceptance of my/our Proposal, I/we fail to enter into a formal contract if called upon to do so, or fail to commence the provision of Services within 4 [four] months thereafter, CEF (SOC) Ltd may, without prejudice to any other legal remedy which it may have, recover from me/us any expense to which it may have been put in calling for Proposals afresh and/or having to accept any less favourable Proposal.

I/We accept that any contract resulting from this offer will be for a period of 3 months. Furthermore, I/we agree to a penalty clause/s to be negotiated with CEF (SOC) Ltd, which will allow CEF (SOC) Ltd to invoke a penalty against us for non-compliance with material terms of this RFP including the delayed provision of the Services In addition, I/we agree that non-compliance with any of the material terms of this RFP, including those mentioned above, will constitute a material breach of contract and provide CEF (SOC) Ltd with cause for cancellation.

ADDRESS FOR NOTICES

The law of the Republic of South Africa shall govern any contract created by the acceptance of this RFP. The domicilium citandi et executandi shall be a place in the

Republic of South Africa to be specified by the Bidder hereunder, at which all legal documents may be served on the Bidder who shall agree to submit to the jurisdiction of the courts of the Republic of South Africa. Foreign Bidders shall, therefore, state hereunder the name of their authorised representative in the Republic of South Africa who has the power of attorney to sign any contract which may have to be entered into in the event of their Proposal being accepted and to act on their behalf in all matters relating to such contract.

Bidder to indicate the details of its domicilium citandi et executandi hereunder:

Name of Entity:

Facsimile:

Address:

NOTIFICATION OF AWARD OF RFP

As soon as possible after approval to award the contract(s), the successful bidder [**the Service Provider**] will be informed of the acceptance of its proposal. Unsuccessful bidders will be advised in writing of the name of the successful Service Provider and the reason as to why their Proposals have been unsuccessful, for example, in the category of price, delivery period, quality, B-BBEE status or for any other reason.

VALIDITY PERIOD

CEF (SOC) Ltd requires a validity period of 90 [ninety] days [from closing date] against this RFP.

NAME(S) AND ADDRESS / ADDRESSES OF DIRECTOR(S) OR MEMBER(S)

The bidders must disclose hereunder the full name(s) and address(s) of the director(s) or members of the company or close corporation [CC] on whose behalf the RFP is submitted.

(i) Registration number of company / C.C.

(ii) Registered name of company / C.C.

(iii)	Full name(s) of director/member(s) Number(s)	Address/Addresses	ID
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CONFIDENTIALITY

All information related to this RFP is to be treated with strict confidence. In this regard Bidders are required to complete and return a signed copy of Certificate of Acquaintance with the Non-Disclosure Agreement. All information related to a subsequent contract, both during and after completion thereof, will be treated with strict confidence. Should the need however arise to divulge any information gleaned from provision of the Services, which is either directly or indirectly related to CEF (SOC) Ltd's business, written approval to divulge such information must be obtained from CEF (SOC) Ltd.

RETURNABLE DOCUMENTS

Returnable Documents means all the documents, Parts and Annexures, as listed in the tables below.

a) Returnable Documents

Failure to provide all mandatory Returnable Documents at the closing date and time of this tender will result in a bidder's disqualification. Bidders are therefore urged to ensure that all these Documents are returned with their Proposals.

Please confirm submission of the mandatory Returnable Documents detailed below by so indicating [Yes or No] in the table below:

RETURNABLE DOCUMENTS	YES	NO
Valid SARS tax compliance status [Consortia / Joint Ventures must submit a separate Tax Clearance Certificate for each party]		
Company Profile		
BBEE Certificate		
CSD Summary Report		
PART 3 : Proposal Form		
PART 4 : Signing Power - Resolution of Board of Directors		
PART 5 : Certificate of Acquaintance with RFP Documents		
PART 6 : Certificate of Acquaintance with Scope of Work		
PART 7 : Breach of Law Form		
ANNEXURE A : SBD 1 INVITATION TO BID		
ANNEXURE B: SBD 4 Declaration Of Interest		
ANNEXURE C : SBD 6.1 Preference Claim Form		
ANNEXURE D : SBD 8 Declaration of Bidder's Past SCM Practises		
ANNEXURE E : SBD 9 Certificate of Independent Bid Determination		

CONTINUED VALIDITY OF RETURNABLE DOCUMENTS

The successful Bidder will be required to ensure the validity of all returnable documents, including but not limited to its Tax Clearance Certificate and valid B-BBEE Verification Certificate, for the duration of any contract emanating from this RFP. Should the Bidder be awarded the contract **[the Agreement]** and fail to present CEF (SOC) Ltd with such renewals as and when they become due, CEF (SOC) Ltd shall be entitled, in addition to any other rights and remedies that it may have in terms of the eventual Agreement, to terminate such Agreement forthwith without any liability and without prejudice to any claims which CEF (SOC) Ltd may have for damages against the Bidder.

By signing these RFP documents, the Bidder is deemed to acknowledge that he/she has made himself/herself thoroughly familiar with all the conditions governing this RFP, including those contained in any printed form stated to form part hereof, and CEF (SOC) Ltd SOC Ltd will recognise no claim for relief based on an allegation that the bidder

overlooked any such condition or failed properly to take it into account for the purpose of calculating tendered prices or otherwise

PART 4: SIGNING POWER – RESOLUTION OF BOARD OF DIRECTORS

NAME OF ENTITY: _____

It was resolved at a meeting of the Board of Directors held on _____ that

FULL NAME(S)

CAPACITY

_____	_____
_____	_____
_____	_____
_____	_____

in his/her capacity as indicated above is/are hereby authorised to enter into, sign, execute and complete any documents relating to this Proposal and any subsequent Agreement for the provision of Services. A list of those person(s) authorised to negotiate on behalf of the abovementioned entity [if not the authorised signatories] is also submitted along with this Proposal together with their contact details.

FULL NAME _____

SIGNATURE CHAIRMAN

FULL NAME _____

SIGNATURE SECRETARY

PART 5: CERTIFICATE OF ACQUAINTANCE WITH RFP DOCUMENTS

NAME OF ENTITY: _____

1. I/We _____ do hereby certify that I/we acquainted myself/ourselves with all the documentation comprising this RFP and all conditions contained therein, as laid down by CEF (SOC) Ltd SOC Ltd for the carrying out of the proposed service for which I/we submitted my/our Proposal.
2. I/we furthermore agree that CEF (SOC) Ltd shall recognise no claim from me/us for relief based on an allegation that I/we overlooked any RFP/contract condition or failed to take it into account for the purpose of calculating my/our offered prices or otherwise.
3. I/We accept that an obligation rests on me/us to clarify any uncertainties regarding this Tender which I/we may have, before submitting the Tender. I/We agree that I/we will have no claim based on an allegation that any aspect of this RFP was unclear but in respect of which I/we failed to obtain clarity.
4. I/we understand that the accompanying Tender will be disqualified if this Certificate is found not to be true and complete in every respect.
5. For the purposes of this Certificate and the accompanying Tender, I/we understand that the word “competitor” shall include any individual or organisation, other than the Bidder, whether or not affiliated with the Bidder, who:
 - a) Has been requested to submit a Tender in response to this Tender invitation;
 - b) Could potentially submit a Tender in response to this Tender invitation, based on their qualifications, abilities or experience; and
 - c) Provides the same Services as the Bidder and/or is in the same line of business as the Bidder
6. The Bidder has arrived at the accompanying Tender independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium will not be construed as collusive Tendering.
7. In particular, without limiting the generality of paragraph 5 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - a) Prices;
 - b) Geographical area where Services will be rendered [market allocation]
 - c) Methods, factors or formulas used to calculate prices;
 - d) The intention or decision to submit or not to submit, a Tender;
 - e) The submission of a Tender which does not meet the scope of work and conditions of the RFP; or

- f) Tendering with the intention of not winning the Tender.
8. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, scope of work and conditions or delivery particulars of the Services to which this RFP relates.
9. The terms of the accompanying Tender have not been, and will not be, disclosed by the Bidder, directly or indirectly, to any competitor, prior to the date and time of the official Tender opening or of the awarding of the contract.
10. I/We am/are aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to tenders and contracts, Tenders that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of Part 59 of the Competition Act No 89 of 1998 and/or may be reported to the National Prosecuting Authority [NPA] for criminal investigation and/or may be restricted from conducting business with the public sector for a period not exceeding 10 [ten] years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

SIGNED at _____ on this _____ day of
_____ 20____

SIGNATURE OF WITNESS

SIGNATURE OF BIDDER

PART 6: CERTIFICATE OF ACQUAINTANCE WITH SCOPE OF WORK

I/We _____ do hereby certify that I/we acquainted myself/ourselves with all the documentation comprising the Scope of Work for the carrying out of the proposed Services for which I/we submitted my/our Proposal.

I/We furthermore agree that CEF (SOC) Ltd SOC Ltd shall recognise no claim from me/us for relief based on an allegation that I/we overlooked any provisions of the Scope of Work or failed to take it into account for the purpose of calculating my/our offered prices or otherwise.

I/We confirm having been advised that a signed copy of this Schedule can be submitted in lieu of the Scope of Work as confirmation in terms of the Returnable Schedule.

SIGNED at _____ on this _____ day of
_____ 20____

SIGNATURE OF WITNESS

SIGNATURE OF BIDDER

PART 7: BREACH OF LAW FORM

NAME OF ENTITY: _____

I/We _____

do hereby certify that I/we **have/have not been** [delete as applicable] found guilty during the preceding 5 [five] years of a serious breach of law, including but not limited to a breach of the Competition Act, 89 of 1998, by a court of law, tribunal or other administrative body. The type of breach that the Bidder is required to disclose excludes relatively minor offences or misdemeanours, e.g. traffic offences.

Where found guilty of such a serious breach, please disclose:

NATURE OF BREACH:

DATE OF BREACH:

Furthermore, I/we acknowledge that CEF (SOC) Ltd SOC Ltd reserves the right to exclude any Bidder from the Tendering process, should that person or entity have been found guilty of a serious breach of law, tribunal or regulatory obligation.

SIGNED at _____ on this _____ day of
_____ 20__

SIGNATURE OF WITNESS

SIGNATURE OF BIDDER